



Montgomery County *Commission for Women*

www.montgomerycountymd.gov/cfw

COMMISSION FOR WOMEN VOLUNTEERS NEEDED!!!

The Commission for Women-Counseling Services (CFW-CS) offers collaborative, solution-focused, short-term counseling services to help individuals address challenging life transitions. The CFW is currently recruiting volunteers to perform the following supportive duties: front desk coverage, answering phones, greeting visitors and clients, helping potential clients determine their need for services, registering clients for workshops, linking clients to available resources when appropriate. We are looking for individuals 18 years or older who are interested in helping us serve a diverse population.

Use of basic computer software, including Word and Email will be an important part of this job. Ability to listen and calmly respond to clients needs, attention to detail, flexibility, team work, and the ability to multi-task are essential. All training is on-the-job.

For more information, please call Jamila Allouane, Counseling Coordinator, at 240.777.8302 on Tuesdays, Wednesdays or Thursdays, between 8:30 a.m. and 5 p.m. . You may also email your resume to Jamila.Allouane@montgomerycountymd.gov. We look forward to meeting with you soon!